**"Integrating Flood and Drought Management and Early Warning for Adaptation to Climate Change in the Volta Basin (VFDM)" Project**

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**Concept Note**

**National technical workshop to present the findings and recommendations of the national needs and capacities consultation mission for flood and drought forecasting and warning system in the Volta basin, to prepare for the development of risk maps and for the establishment of an early warning system for floods and drought**

**September-October 2020**

**1. Context and Justification**

In order to strengthen the resilience of countries sharing the Volta Basin (Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali and Togo) to the risks of floods and drought and to ensure socio-economic development (or sustainable economic development), the World Meteorological Organization (WMO), in collaboration with the Volta Basin Authority (ABV) and the Global Water Partnership in West Africa (GWP-WA), submitted to the Adaptation Fund (AF) the project **on "Integrating flood and drought management and early warning for adaptation to climate change in the Volta basin (VFDM)"**. The objective of the project is to help the six countries of the Volta Basin to implement coordinated and joint actions to improve their existing flood and drought Early Warning System (EWS) and management plans at regional, national and local levels. The project will build on lessons learned from past and ongoing projects related to disaster risk reduction and climate adaptation. The project was approved by the Adaptation Fund at the 32nd meeting of its Board of Directors which took place from October 9 to 12, 2018 in Bonn, Germany.

The project activities started with the Inception/kick-off workshop held in Abidjan on June 25 and 26, 2019. As part of the implementation of the activities of component 1 entitled **“Climate risk prevention”**, it is planned to carry out an inventory of information on vulnerabilities, capacities, exposure and risks (VCER) for floods and drought in the Volta basin. To this end, a team of experts from WMO and the CIMA Research Foundation was appointed to conduct, in collaboration with the Project Management team, national consultations with various agencies (hydrological and meteorological services, civil protection, geographical and environmental institutes, water resources, national water partnerships, etc.) of the six countries between October and December 2019. The general objective of the consultation meetings with the agencies / institutes was to collect information and data on end-to-end early warning system capacities and needs for flood and drought forecasting. The consultation meetings contributed to the drafting of the baseline analysis on current capacities, needs and recommendations for the development of transboundary flood and drought risk maps and early warning system (VOLTALARM).

The results of the analysis should have been presented during national workshops in March and April 2020, where they would have been subjected to validation by all the actors involved. Given the Covid-19 pandemic, these workshops were postponed.

In June 2020, national meetings were organized virtually to present to national actors the National Consultation reports of available capacities and needs for developing flood and drought forecasting and early warning systems, as well as to review and to provide support in collecting the missing information.

In the hope of a calming of the Covid-19 pandemic and the imminent opening of the air and land borders of the six riparian countries of the Volta river basins, the project management team is considering organizing the national workshops in the period from mid-September to early October 2020. **The project management team (WMO) and consultants (CIMA) will connect virtually to the workshops, in case travel is allowed, they will travel and physically participate in the workshops.**

This concept note clarifies the objectives and expected results as well as the methodology for the conduction of the national workshops.

**2. Objectives of the National Workshops**

The purpose of the national workshops is to review and consolidate the draft baseline analysis on Early Warning Systems (EWS) and related recommendations for the development of flood and drought risk maps and the establishment of an Early Warning System. The main objective is therefore to reach a common understanding of the gaps, limitations and opportunities of each aspect of the Early Warning System and identify the feasible actions to be implemented within the framework of the VFDM project.

During the workshops, the project management team will share the information gathered through secondary studies (review of available literature and reports) and during consultation meetings with the main actors of the countries of the Volta basin, in particular the national hydrological services (NHS), national meteorological services (NMS), disaster management organizations (DMOs) and other national and regional organizations.

More precisely, the national workshops aim to accomplish the following specific objectives:

- to present the methodology of the assessment of national capacities and needs in the area of ​​flood and drought early warning system in the Volta basin;

- to review and consolidate the first results of the baseline analysis on EWS and recommendations, then identify gaps and opportunities to develop / strengthen national EWS with emphasis on the elements of each system (knowledge of risks, monitoring and forecasting, alert and dissemination, preparation and response) and for the implementation of a transboundary early warning system;

- to consolidate the conclusions of the consultation meetings on the practices, tools, infrastructure and skills available to manage floods and droughts, mainly on risk maps and Early Warning Systems;

- to examine the draft recommendations on how to develop / strengthen capacities for transboundary flood and drought forecasting and early warning system;

As well as,

- to prepare a preliminary action plan for the development of risk maps (including 60 local pilot sites) and the implementation of an Early Warning System for floods and drought in the Volta basin;

- to encourage the commitment and leadership of national services to support project activities (establish a mechanism for coordinating and managing activities at the national level, supporting resources such as staff time, infrastructure and services for the completion of tasks within the framework of project activities).

**3. Expected Results and Deliverables**

The national workshops are expected to finalize: i) the results of the analysis of national capacities and needs for flood and drought forecasting and warning in the Volta Basin, ii) the guiding principles and approaches for the implementation of project activities (flood and drought early warning system, development of risk maps) through partners ensuring their regular participation, contribution and mutual support of coordination.

The workshops will contribute to producing the following results:

- The presentation, discussion and enrichment of the national consultation reports which describe the national capacities and needs for ​​flood and drought forecasting and warning system in the Volta basin;

- The identification of the additional institutional arrangements at national level to support the implementation of project activities;

- The drafting of technical reports on the national workshops, which will include recommendations and a preliminary action plan to develop the risk maps and the early warning system.

**4. Workshop Participants**

The expected participants in each national workshop are, among others, representatives of the Department in charge of water resources, the Department in charge of meteorology, the Department in charge of civil protection, country water partnerships, research institutes on water and climate change, the institute in charge of geography, the national authorities designated by the Adaptation Fund, resource persons, local communities in the national portion of the basin as well as water users of the basin, civil society organizations working in the basin, etc. The provisional list of national participants is found in the annexe.

**5. Methodology**

The workshops will be organized into three stages: the preparation phase, the proceeding of the workshops and the elaboration of reports phase.

***Preparation Phase***

It covers the following activities:

- Finalization of the lists of participants in the workshops and the indicative agenda for the progress;

- Mobilization of participants by sending and monitoring invitations, sharing the report of the consultation mission of EWS capacities and needs;

- Logistical organization of the workshop (media coverage, banners, room rental, catering, etc.;)

- Preparation of documents and terms of reference for group work;

- Preparation of speeches for the opening and closing ceremony.

***Proceeding of the Workshops***

The opening of each workshop will be chaired by the WMO, ABV line Ministers, the ABV Executive Director or his representative and the Departments in charge of Meteorology and Hydrology. A presidium of three people will be set up by the project management team to facilitate discussions and the production of workshop reports. The provisional agenda will be validated at the start of the workshop.

The workshops will develop a monitoring strategy, including action plans at the national level to implement a transboundary flood and drought warning system in the Volta basin and to strengthen national EWS. Participants will have the opportunity to engage in a dialogue about the gaps and opportunities of their current national EWS. Participants will also have the opportunity to discuss potential strategies / measures to strengthen national risk management of extreme climate events and for the implementation of a transboundary EWS, as well as their respective roles and responsibilities. In addition, the workshops will address the needs for collaboration and coordination within and between different sectors by showing successful examples of transboundary EWS.

In order to optimize the interaction between the participants and to facilitate fruitful exchanges, the working method of the workshop will be as follows:

- Session presentations: The project team and external consultants (CIMA, CERFE, IUCN) will present (in English or French) the results of their consultations during the sessions (face-to-face or virtually) indicated in the provisional agenda below. Participants will also have a time slot to ask questions or give their opinions.

- Group discussions: Exercise or group discussions will be conducted between the participants in order to foster detailed discussions to integrate the proposals and propose suggestions for improvement and enrichment of the recommendations and the preliminary action plan for developing the risk maps and early warning system.

- The draft analysis and recommendations proposed in the national consultation reports prepared by the project management team will constitute a substantial basis for the workshops and facilitate discussions. Depending on the results obtained, the reports will then be reviewed and enriched with recommendations, contributions and reactions from stakeholders.

***Elaboration of Reports Phase***

Workshop reports will be prepared and submitted to participants within 30 days of the end of the workshops.

**6. Language of the Workshops**

The workshops will be held in French for French-speaking countries and in English for Ghana.

**7. Indicative Dates and Agenda for the Workshops**

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| **Country** | **Dates** |
| **Togo**  | 21- 22 September 2020 |
| **Bénin** | 24 - 25 September 2020 |
| **Côte d’Ivoire** | 28 - 29 September 2020 |
| **Mali** | 1 - 2 October 2020 |
| **Ghana** | 5 - 6 October 2020 |
| **Burkina Faso** | 8-9 October 2020 |
| **VBA** | 13 October 2020 |
| **Joint virtual workshop with the six countries (2 hours with live interpretation)** | To be decided  |

**8. Provisional Agenda of the workshops**

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|  | **Day 1 - morning** |  |
| **Country Local Time**  | **Description** | **Responsible** |
| 8:30 - 9:00  | Welcoming participants (sitting in groups) | WMO/ VBA / GWP-AO |
| 9:00 - 9:45  | Opening ceremony  | Ministers, VBA, Meteo |
| Presentation of the participants | VBA / GWP-AO |
| Establishment of the presidium | WMO/ VBA / GWP-AO (to be shared with the PMT) |
| Presentation of workshop objectives and expected results | Presidium  |
| Presentation and adoption of the workshop agenda | Presidium |
| **09:45 - 10:15** | **Interviews of officials by media outlets****Family photo****Coffee break** | VBA/ GWP-AO |
| 10:15 - 10:30 | Brief presentation of the VFDM project (status of implementation of activities, difficulties and prospects)  | WMO/ VBA/ GWP-AO |
| 10:30 - 12:30  | Setting the scene: Introduction to the key elements of the early warning system (risk knowledge, monitoring and forecasting, communication and dissemination, preparation and response)Presentation of overall content of National Consultation Report and methodologies used for the baselines analysis and challenges for the development of risk maps and early warning system; | WMO (CIMA) 15 min |
| * Reminder of the terms of reference (Context, objectives and results) of the mission to assess national capacities and needs in terms of forecasting and warning systems for floods and droughts in the Volta basin.
 | GWP-AO/VBA 15 min |
| **Interactive session: EWS evaluation**Presentation of the Evaluation methodology Group exercise on current state of the National EWS (discussion on main gaps, limitations and opportunities of each element of the early warning system) | CIMA (methodology)VBA- GWP-AO/ /Presidium (group work)45 min |
| Presentation and reflection on Group works  | Group Reporters and Presidium (45 min) |
| 12:30 - 13:30  | **Lunch break** |  |

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|  | **Day 1- Afternoon** |  |
| 13:30 - 16:00 | Presentation of the baseline analysis conducted by CIMA and comparison with the gaps identified in the previous session. | CIMA (30 min) |
| Discussion | CIMA/Presidium (20 min) |
| **Interactive session: EWS recommendations*** Presentation of the recommendations and actions, specifying the activities that will be fulfilled under the Volta project; the Example of Dewetra platform and successful cases.
* Group exercises on recommendations for each EWS components
 | CIMA (20 min) – Presentations VBA-GWP-AO group work (45 min) |

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| 16:15 - 17:30 | Presentation of the results of the group work on Recommendations in relation to the gaps10 minutes each group Discussion and identification of recommendations that will be addressed in VFDM | Group Reporters and Presidium (45 min)WMO (CIMA) 30 min |
| 17:30 - 18:00  | Coffee break and end of day | VBA / GWP-AO |

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| **Day 2** |
| 08:30-10:30 | **Interactive Session** Presentation of VOLTALARM EWS (myDewetra) platform, Live Demonstration and Implementation Plan | CIMA/WMO/VBA/GWP-WA |
| 10:30 – 10:45 | Coffee break | VBA / GWP-AO |
| 10:45 – 12:00 | Discussion on the VOLTALARM platform and Implementation plan (challenges and opportunities) | CIMA/WMO/VBA/GWP |
| 12:00 – 13:00 | Appointment of National Focal Points (at least 5 from each country) to provide support in the implementation of project activities | VBA/GWP |
| 13:00 – 14:00  | **Lunch break** |  |
| 14:00 – 16:00 | Summary of the implementation of additional activities to be conducted in 2020-2021:* Activity 1.1.2.2 and 1.1.2.3 Establishment of the National Centralized Databases (MCH), Infrastructures availabilities and needs and Capacity development.
* Development of risk maps for the Volta Basin region
* Mapping of vulnerability to floods and drought and related adaptation capacities at community level (60 sites) in the six country
* Activity of collecting and analyzing data and information on ecosystem and environmental indicators in the Volta basin to be integrated into the early warning system (EWS) to effectively strengthen resilience and responses to climate change and risks disasters;
* Establishment of the VFDM Project Technical Advisory Committee
* Collection of data and information available in the countries for the establishment of the transboundary platform integrating flood and drought forecasting and warning (VOLTALARM)

Discussion | WMO/VBA/GWP-WA  |
| 16h00-16h30 | **Coffee break** |  |
| 16h30-17h00  | * Summary of workshop recommendations
* Presentation of the workshop report and closing of the workshops
 | Presidium |